

Agency Activity Inventory
by Agency
Appropriation Period: FY 2004-05

Agency: R60 - Employment Security Commission

Functional Group: Regulatory

1427 Administration

This function provides executive leadership, support policy development and review, financial services, facilities management, personnel services, communications, interagency billing, debt service and other related administrative services. Core Administrative overhead costs to operate the Employment Security Commission are as follows: Executive Director, Internal Audit and Review, Administrative Services, Human Resource Management, EEO/Customers Service, Labor Market Information, Procurement, Construction and Planning, Information Technology, Overhead, Legal, Finance, Staff Development and Training, Planning and Grants, Media Services, Support Services, Supply and Inventory Control, Printing/Postal, Public Safety.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$11,192,217	\$0	\$9,472,751	No	\$1,719,466	147.80

Expected Results:

An Administrative and management Information System that meets agency information needs and complies with both financial and programmatic requirements for the state and federal governments.

Outcome Measures:

As a result of departmental feed back, the agency met or exceeded financial and programmatic requirements by the state and the Department of Labor.

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1428 Employment Services

Primarily, this function is the basic service delivery for matching job seekers with employers who need workers. This is accomplished through a community-based service delivery system that provides: resume writing and job skills development workshops, referrals to local training and education programs, a database of job seekers and available jobs, recruitment and screening of job applicants for employers, and individual referrals of qualified workers to employers. Special emphasis is placed on provided additional services to targeted populations, i.e. veterans, claimants, disabled individuals. Additional contracted programs are also included in this activity area.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$18,373,473	\$0	\$13,514,959	No	\$4,858,514	305.45

Expected Results:

To provide job search assistance through a variety of services to job seekers leading to an entered employment rate of 60%, and an employment retention rate of 77% for these individuals and to continue to working toward improving the quality and productivity of our workforce. A primary goal is to ensure that a least 20% of all Unemployment Insurance claimants return to work.

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Outcome Measures:

The Employment and Training Institute conducts a customer satisfaction survey as mandated by the Workforce Investment Act (WIA). These surveys determine the speed, accuracy, and quality of services provided. In addition, local offices conduct yearly customer service surveys to applicants, employers, and other organizations. Performance measures for labor exchange functions include an entered employment rate and an employment retention rate and an employment retention rate. Actual rates and determined by monthly SAMS and DART reports and monitored by management each month.

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1429 Pass Through Funds

This was our Welfare to Work Program. At the time we were preparing the FY 04-05 State Budget, we did not know if this program would be extended or terminated. In anticipation of the program being funded, we did submit some projected figures in the state budget. As a final result, the program was not extended, therefore the Welfare to Work Program is no longer being operated.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$1,800,000	\$0	\$1,200,000	Yes	\$600,000	0.00

Expected Results:

Outcome Measures:

Agency: R60 - Employment Security Commission

Functional Group: Regulatory

1430 Labor Market Information Department

The Labor Market Information (LMI) Department is responsible for a wide variety of statistical and analytical programs in association with the U.S. Bureau of Labor Statistics (BLS), the Employment and Training Administration (ETA), and numerous outside contractors. LMI provides economic data that includes information on industry and occupational employment, and earnings; labor supply and demand; projections; labor force data; and wage statistics. LMI conducts monthly and yearly surveys and segments of the state's business sector to verify and update information of their locations and operations. Results from these surveys enable LMI to produce data that can be used to measure changes in the state's labor market and assist with economic planning. Workforce development service providers, one-stop workforce centers, businesses, individuals, the state, counties, educators, economic developers, and many others use data from the LMI program. LMI also coordinates training services for workforce information professionals and consumers nationally.

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FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$1,527,193	\$0	\$1,402,886	No	\$124,307	29.20

Expected Results:

The ultimate aim of the LMI Department is to provide comprehensive, quality labor market information in easy to use and highly accessible formats that meet the diverse needs of public and private customers to aid in better decision making. In meeting this objective, the department will maintain and improve data collection techniques where possible and financially feasible. The department will also continually improve data analysis and provide more readily accessible venues for our users.

Outcome Measures:

Outcome measures will include successfully meeting all federal program deliverables. The customer service assessment process (mail surveys, web surveys, and unsolicited feedback) will include follow up contacts in person as well as by phone. Enhanced web presence will be measured by the increase in web traffic by 25% annually. Increase in the number of LMI presentation to local users.

Agency: R60 - Employment Security Commission**Functional Group:** Regulatory**1431 Unemployment Insurance (UI)**

The Unemployment Insurance Division is responsible for assessing and collecting unemployment insurance taxes on employers in South Carolina. These taxes are collected to administer the Unemployment Insurance program in this state. The program oversees the filing of claims for unemployment compensation and the payment of benefits. The Division makes determinations of eligibility for benefits and conducts all hearings for appeals in those cases where appeal requests are made. The Division is responsible for assuring that benefits are paid accurately and timely. It is also responsible for setting up and collecting any overpayments that are made in error. The Division also monitors all programs through its Quality Control Unit in assuring compliance with procedures and policies. The UI Technical Service Unit is responsible for training employees and writing procedures and policies.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$43,384,896	\$0	\$41,437,385	No	\$1,947,511	547.92

Expected Results:

In 2003, the Division collected \$222,429,480 in contributions from over 90,000 employers in South Carolina. 383,841 regular initial claims for benefits were filed. 2,576,291 weekly claims for benefits were made and 414,992,036 was paid in benefits. There were also 53,449 initial claims for Temporary Extended Unemployment Compensation (TEUC) made in 2003. Weekly claims for TEUC benefits totaled 613,454 and \$131,179.129 in benefits was paid. The Division rendered 14,821 Lower Authority Appeal Decisions and 1,236 Higher Authority Appeal Decisions. In 2004, we would expect to have a similar amount of activity except for TEUC with has expired.

Outcome Measures:

The Unemployment Insurance Division is measured by criteria established by the US Department of Labor. Standards are established for many facets of UI activities. There are twenty-one Tier I measures that show the

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performance of each state and their rank within the other state. These indicators measure the timeliness of first benefit payments, the timeliness and quality of nonmonetary determinations, the timeliness and quality of appeal decisions, the timeliness of status determinations for employers and timeliness of cash management. There are also fifty-nine Tier II measures that break down the Tier I measures even further. South Carolina has always fared well within our region and nationally on almost all of these measures. Lower Authority Appeal timeliness has led the nation for several years.

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Functional Group: Regulatory

1432 SC Occupational Information

The SCOICC operates a compute system for occupational, educational and career information delivery (Internet and CD delivery plus print materials). Called the South Carolina Occupational Information System (SCOIS), its purpose is to improve the way young people and adults plan careers, make educational training decisions, and find jobs.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$786,263	\$130,724	\$117,540	No	\$537,999	5.00

Expected Results:

SCOIC will continue to offer a compile career development program from assessments of interests, to exploration of occupations, to identification of educational training opportunities. During the past fiscal year, SCOIS was provided to individuals (K-Adult) in 529 sites in every county of the State in middle schools, high school, colleges, and universities, Vocational Rehabilitation sites, One-Stop Workforce Centers, libraries, etc.; 309,415 pieces of career development print materials were distributed; and 3672 individuals received career development training.

Outcome Measures:

SCOIS has served South Carolinians for the past 26 years. The success of SCOIS can be measured through the longevity and widespread use of the system throughout the State. Increasing the number of SCOIS sites and number of accesses and goals for this fiscal year. Continuing distribution of career development print materials and providing training are also priorities.

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Functional Group: Regulatory

1433 Workforce Investment Act

The State Workforce Investment Administrative Department (SWIAD) oversees the State's Workforce Investment Act (WIA) programs and systems from a programmatic and compliance perspective. Also, SWIAD serves as liaison to the State Workforce Investment Board (SWIB). WIA provides for a 15% reserve fund which must be used for required and allowable statewide employment and training activities in accordance with Sections 134(a)(2)(B) and 134(a)(3) of the Act. The State Workforce Investment Board provides guidance and oversight on the use of these funds.

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FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$9,671,731	\$0	\$9,671,731	No	\$0	96.62

Expected Results:

Required statewide activities that must be funded from the statewide reserve funds include: Disseminating list of eligible providers of training services; Evaluations; Incentive Grants; Technical Assistance; Assisting with the establishment of One-Stop delivery systems; Fiscal and management accountability information system; Additional assistance to local workforce investment areas. Additionally, the state has discretionary authority to use any statewide reserve funds that remain after the required activities have been funded. The following are allowable statewide activities: Administration (capped at 15); Capacity building and technical assistance; Research and demonstration; Programs targeting incumbent workers; Identifying eligible service providers; Developing programs for displaced homemakers and non-traditional employment; Additional support for programs

Outcome Measures:

Total Program Year Allocations and Carry-in Funds: PY'03 \$7,533,036; Required Activities: PY'03 \$3,971,882 Allowable Activities: PY'03 \$3,561,154; The required activities included incentives, in accordance with policy, for local workforce investment areas that met/exceeded established performance measures. Incentives available to the local areas for PY 2003 totaled approximately \$1,035,718. Allowable activities included programs for incumbent workers (IWT) funded at the level of \$2,000,000. This initiative proves resources for employers to train currently employed workers in an effort to keep businesses and workers competitive. IWT addresses training need to meet changing skill requirements cause by new technology, retooling, new product lines and organizational restructuring. Over 3900 employees completed training and received credentials and certifications that enhances their occupational skills.

Agency: R60 - Employment Security Commission**Functional Group:** Regulatory**1434 Pass Through Funds**

WIA (Workforce Investment Act of 1998) established a federally mandated and funded statewide system local one-stop workforce centers designed to meet the employment, training and labor market information needs of businesses, jobseekers and at-risk youth. Under WIA, the state is divided into twelve (12) local workforce investment areas, each led by a majority business Workforce Investment Board, through which services are delivered. Current, 54 one-stop centers are operating across the state. More that 1.3 million customer visits were made to these one-stops between July 1, 2002 and June 30, 2003.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$52,766,266	\$0	\$52,766,266	No	\$0	0.00

Expected Results:

WIA STATUS REPORT Program Year 2003 (July1, 2003-June 30, 2004); Total Served: Total Adults/Dislocated Workers Served To Date 13,327; Adult/Dislocated Worker Credential 2,099; Adult/Dislocated Worker Employed 5,795; Total Younger Youth Served To Date 3,642; Total Older Youth Served To Date 1,210; Younger Youth Employed 292; Old Youth Employed 268; Younger Youth in High School 1,088; Youth Diploma//GED 670; Youth in Higher Education 254

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Outcome Measures:

The federal government uses the following 17 measures to evaluate WIA performance nationwide: ADULT: Entered Employment Rate, Employment Retention Rate, Earning Change, Employment and Credential Rate; DISLOCATED WORKER: Entered Employment Rate, Employment Retention Rate, Earning Replacement Rate, Employment and Credential Rate; CUSTOMER SATISFACTION: Participant, Employer; OLDER YOUTH: Entered Employment Rate, Employment Retention Rate, Earning Change, Credential Rate; YOUNGER YOUTH: Skill Attainment Rate, Retention Rate, Diploma Rate

AGENCY TOTALS

Employment Security Commission

TOTAL AGENCY FUNDS	TOTAL GENERAL FUNDS	TOTAL FEDERAL FUNDS	TOTAL OTHER FUNDS	TOTAL FTEs
\$139,502,039	\$130,724	\$129,583,518	\$9,787,797	1,131.99